

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, APRIL 20, 2006
8:30 A.M.**

Commissioners Present: Deb Schorr, Chair
Larry Hudkins
Bernie Heier
Ray Stevens

Commissioners Absent: Bob Workman, Vice Chair

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Kristy Mundt, Deputy County Attorney
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:30 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, APRIL 13, 2006

MOTION: Stevens moved and Heier seconded approval of the Staff Meeting minutes of April 13, 2006. Hudkins, Stevens, Heier and Schorr voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Proposed Changes to the Internal Discrimination and Harassment Policy (Exhibit A)
- B. Letter from Sue Kirkland, Clerk of the District Court, Regarding Exceptional Circumstance Award Request (Exhibit B)
- C. Jail Diversion Grant Update

MOTION: Stevens moved and Heier seconded approval of the additions to the agenda. Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

3 LABOR NEGOTIATIONS - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager; Tom Fox, Deputy County Attorney

MOTION: Hudkins moved and Heier seconded to enter Executive Session at 8:33 a.m. for discussion of labor negotiations. Heier, Stevens, Hudkins and Schorr voted aye. Motion carried.

MOTION: Stevens moved and Schorr seconded to exit Executive Session at 9:04 a.m. Stevens, Hudkins, Heier and Schorr voted aye. Motion carried.

4 GENERAL ASSISTANCE (GA) PROVIDER CONTRACTORS - Gary Chalupa, Veterans Service Officer/General Assistance Director; Kristy Mundt, Deputy County Attorney

Gary Chalupa, Veterans Service Officer/General Assistance Director, referenced a letter he received from a law firm who represents a medical provider who has some General Assistance (GA) claims pending. He said the patient who received services is a Social Security Income (SSI) pending client. The letter indicated that a lawsuit will be filed against Nebraska Department of Health and Human Services (HHS), Lancaster County and Chalupa if the claims are not paid by May 2, 2006. Chalupa said the policy has been to not pay SSI pending claims because Medicaid payments may be received if SSI is approved down the line. He said the County is currently holding \$3.3 million in medical bills, \$926,000 of which is owed to private providers. Chalupa proposed that the County contract with the small providers and provide payment at the time of service. He said the providers will reimburse the County if the clients are subsequently approved for Medicaid. Chalupa estimated that 75% of claims will eventually be approved and that it will cost the County \$300,000 to \$350,000 to fund initially.

Stevens questioned whether the County is obligated to pay bills that are SSI pending claims.

Kristy Mundt, Deputy County Attorney, said the County probably has a legal obligation to pay the bills.

MOTION: Stevens moved and Heier seconded to authorize Gary Chalupa, Veterans Service Officer/General Assistance Director, to present a contract to the providers for their perusal and signature, if they are so inclined. Stevens, Heier, Hudkins and Schorr voted aye. Motion carried.

5 A) SIGNAGE FOR PROHIBITION OF CONCEALED WEAPONS; B) EXCEPTIONAL CIRCUMSTANCE AWARDS FOR BOB BOURKE AND MIKE LEE; AND C) TRABERT HALL TENANTS - Don Killeen, County Property Manager

A) Signage for Prohibition of Concealed Weapons

General discussion took place regarding security and signage prohibiting concealed weapons with the following suggestions:

- ▶ Coordinate policy and signage with the City and Public Building Commission
- ▶ Include a symbol of a weapon with a slash through it on the signs
- ▶ Check to see whether Homeland Security will assist with the cost of security cameras

A copy of the Omaha/Douglas County Public Building Commission's Security Screening Policy was also presented (Exhibit C).

B) Exceptional Circumstance Awards for Bob Bourke and Mike Lee

Discussion took place with Don Killeen, County Property Manager, regarding his request for a one-time cash award of \$2,000 each for Bob Bourke and Mike Lee in recognition of their actions in conjunction with the September, 2005 water main break in the Hall of Justice. Killeen said the Public Building Commission supports the request and said the funds will come out of that budget. He noted that he had asked the Personnel Department to review Bourke's classification and perhaps create a Special Projects Manager position, but was advised that it would be more appropriate to request an exceptional circumstance award.

Hudkins noted that Bourke and Lee were also key in addressing the water sprinkler break at the K Street Records Facility in March of 2004.

MOTION: Heier moved to give each a \$500 award and to direct the Personnel Department to reclassify Bob Bourke.

Don Taute, Personnel Director, appeared and stressed the need to follow the process for reclassification.

The motion failed for the lack of a second.

MOTION: Hudkins moved and Stevens seconded to give each a one-time cash award of \$750 and to ask Don Killeen, County Property Manager, to initiate the process for reclassification of Bob Bourke or creation of a Special Projects Manager position. Heier, Hudkins, Stevens and Schorr voted aye. Motion carried.

C) Trabert Hall Tenants

Killeen said he has had no indication from Region V that there are plans to move Integrated Care Coordination Unit (ICCU) out of Trabert Hall.

Schorr said she will follow-up with C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program.

6 UPDATE ON CRISIS CENTER NURSES - Dean Settle, Community Mental Health Center (CMHC) Director; John Cripe, Classification and Pay Manager; Pat Kant, Personnel Coordinator

Dean Settle, Community Mental Health Center (CMHC) Director, noted that BryanLGH Medical Center terminated its agreement to provide professional nursing services to CMHC effective May 31, 2006. He said CMHC is currently recruiting nurses (7 full-time equivalents) and suggested creation of an on-call nurse pool that could also serve other county facilities. Settle said the Lincoln Regional Center has also expressed interest in participating in the nurse pool.

Pat Kant, Personnel Coordinator, added that Mike Thurber, Corrections Director; and Larry Van Hunnik, Lancaster Manor Administrator, are also supportive of the concept.

Heier questioned whether Registered Nurses (RN's) are required.

Settle said CMHC's Psychiatrists are adamant that they be RN's and that they have some psychiatric training.

ADDITIONS TO THE AGENDA

B. Letter from Sue Kirkland, Clerk of the District Court, Regarding Exceptional Circumstance Award Request (Exhibit B)

MOTION: Heier moved and Hudkins seconded to suggest an award amount of \$500, rather than \$750, to Sue Kirkland, Clerk of the District Court. Heier, Stevens, Hudkins and Schorr voted aye. Motion carried.

MOTION: Heier moved and Hudkins seconded to direct Gwen Thorpe, Deputy Chief Administrative Officer, to develop a policy for Exceptional Circumstance Awards, with a suggestion that the awards be limited to \$500. Hudkins, Heier and Schorr voted aye. Stevens voted no. Motion carried.

ADMINISTRATIVE OFFICER REPORT

C. Request from Employee Advisory Team (EAT) to Meet with County Board

Kerry Eagan, Chief Administrative Officer, expressed concern that allowing the Employee Advisory Team (EAT) to meet with County Board would set a precedent (EAT is advisory to the Personnel Director and Personnel Policy Board).

MOTION: Hudkins moved and Stevens seconded to direct Kerry Eagan, Chief Administrative Officer, to: 1) Draft a letter of response to the Employee Advisory Team (EAT), in consultation with the Personnel Department, outlining the proper procedure; and 2) Authorize signature by the Chair. Stevens, Workman, Heier, Hudkins and Schorr voted aye. Motion carried.

7 GRANT FOR PREVENTION OF YOUTH GAMBLING - Kit Boesch, Human Services Administrator

Kit Boesch, Human Services Administrator, requested authorization to apply on behalf of the Substance Abuse Prevention Coalition for a \$50,000 grant from the Nebraska Department of Health and Human Services (HHS) to address the issue of youth gambling. Additional funding will be sought from the Keno Human Services Prevention Fund and the Drug Free Communities Fund. The County is asked to donate grants management and to have Boesch oversee the project management. A draft letter of support was presented (Exhibit D).

MOTION: Stevens moved and Heier seconded to: 1) Approve the grant application; and 2) Authorize the Chair to sign the letter of support. Heier, Stevens, Hudkins and Schorr voted aye. Motion carried.

8 A) ADDITIONAL APPROPRIATIONS LETTER; AND B) ADDITIONAL APPROPRIATIONS FOR PROPERTY MANAGEMENT AND FAMILIES FIRST & FOREMOST (F³) - Dave Kroeker, Budget and Fiscal Officer

A) Additional Appropriations Letter

NOTE: See agenda packet for a draft of the letter.

MOTION: Stevens moved and Heier seconded to authorize the Chair to send the letter out to all county departments. Hudkins, Stevens, Heier and Schorr voted aye. Motion carried.

B) Additional Appropriations for Property Management and Families First & Foremost (F³)

Property Management

Dave Kroeker, Budget and Fiscal Officer, said Property Management has a budget shortfall of approximately \$152,000 because of unanticipated repairs to Trabert Hall and rate increases for gas and electricity (Exhibit E).

Families First & Foremost (F³)

Kroeker said the balance owed Region V is \$98,112 and recommended that the County make that payment. He also recommended that \$21,453 be transferred to the General Fund to close the fund out (the budget will need to be increased by \$3,000 to make the final payment).

The Board will hold a public hearing on the additional appropriations on Tuesday, May 2, 2006.

9 ACTION ITEMS

- A. Microcomputer Request, C#2006-143, \$3,393.42 from District Court Budget for Five (5) Computer Monitors, Etc.

MOTION: Hudkins moved and Stevens seconded approval. Hudkins, Stevens, Heier and Schorr voted aye. Motion carried.

- B. Cars for Community Corrections

Gwen Thorpe, Deputy Chief Administrative Officer, said Community Corrections will not receive any of the Sheriff's Department vehicles that are being taken out of service because they have been spoken for. She said Kim Etherton, Community Corrections Director, contacted the University of Nebraska and received a list of surplus vehicles that will be auctioned (see agenda packet). Etherton would like to purchase a 1996 Dodge Intrepid (\$2,900) and a 1998 Chevrolet Lumina (\$3,600) from the University out of the Community Corrections budget.

MOTION: Stevens moved and Heier seconded to authorize Community Corrections to purchase a 1996 Dodge Intrepid and a 1998 Chevrolet Lumina from the University of Nebraska, as outlined. Stevens, Hudkins, Heier and Schorr voted aye. Motion carried.

C. Families First & Foremost (F³) Assets

Thorpe presented a draft of a letter transferring certain equipment acquired by Lancaster County under the Families First & Foremost (F³) subgrant to the Nebraska Department of Health and Human Services (HHS) (Exhibit F).

The Chair asked that the matter be delayed one week so that she can discuss it with C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program. **NOTE:** The Families First & Foremost (F³) Grant Program was transferred to Region V.

10 ADMINISTRATIVE OFFICER REPORT

A. Address Change Appeal Process

Eagan said if the Commissioners receive calls regarding address changes, they should forward the names to him or Thorpe for review.

B. Reappointment of Lynette Nelson to the County Board of Zoning Appeals

The Board scheduled the item on the Tuesday, April 25, 2006 Board of Commissioners Meeting agenda.

C. Request from Employee Advisory Team (EAT) to Meet with County Board

Item was moved forward on the agenda.

D. Update on Pending Items:

1. Vacation of a Portion of South 162nd Street

Eagan suggested that denial might be appropriate at this point and said the item could be brought back at a more appropriate time.

2. County Change of Zone No. 04053, Agricultural (AG) to Agricultural Residential (AGR), Southwest 40th Street and Rokeby Road (Exhibit G)

Eagan noted that item had been placed on pending at the request of Mark Hunzeker, the applicant's attorney. He said Hunzeker was notified that it had been scheduled for discussion and indicated that he is not sure how he wants to proceed.

The Board indicated an intent to take action at the Tuesday, April 25, 2006 Board of Commissioners Meeting to remove the item from Pending.

E. Blue Cross/Blue Shield Update

Eagan said he will ask the insurance consultant to give an overview of co-pay amounts and deductibles.

ADDITIONS TO THE AGENDA

A. Proposed Changes to the Internal Discrimination and Harassment Policy (Exhibit A)

There was no objection to the proposed changes.

C. Jail Diversion Grant Update

Thorpe said the Lancaster County Mental Health Jail Diversion Project has received a one-year, no-cost extension.

11 DISCUSSION OF BOARD MEMBER MEETINGS

A. Information Services Policy Committee - Stevens

Stevens said a "mini park" at 10th & "O" Streets is now a wireless Internet connection zone.

B. Board of Health Monthly Meeting and Annual Meeting - Hudkins

Hudkins gave a brief report on the annual meeting. He also reported on pandemic flu planning efforts.

Hudkins exited the meeting at 10:58 a.m.

C. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Stevens

Stevens said discussion focused on ambulance service. He noted that the committee is developing position statements on property valuations and government wages.

D. District Energy Corporation - Hudkins, Heier

Heier said the audit was discussed.

12 ADJOURNMENT

MOTION: Heier moved and Stevens seconded to adjourn the meeting at 11:07 a.m. Heier, Stevens and Schorr voted aye. Hudkins was absent from voting. Motion carried.

Bruce Medcalf
Lancaster County Clerk